



EMS Administrative Board Meeting
Tuesday, December 10, 2019, 1:00pm
Flathead Emergency Operations Center

Members Present: Wayne A. Miller, Mary Granger, Ryan Pitts, Jacob Pitcher, Richard Briles, Jordan Owen

Others Present: Joe Page, Jen Rankosky, Amy Beick, Dan Deck, Chris Soben, Mark Thiry

Call to Order: Meeting was called to order by MILLER at 1:00 P.m.

Approval of Agenda as amended

Approval of Previous Minutes for October 8th, 2019

Approval of October 23, 2019 motion

Public Comment: None

Financial report: Juanita Nelson gives summary for fund 2272. Expenditures as of 11/30/19 14.98%; revenue collected 41.19%; should be at 41.67%. Cash balance has not changed since last meeting for projections as of June 30, 2020; \$87,938.79. Cash balance for fund 2273 remains the same at \$129,827 and Fund 4019 at \$132,145.

Medical Director Report: Dr. Briles is pleased with EMS progress on protocols project and technical enhancements. Working out bugs for remote QA fire depts. Also updated software with ImageTrend; which can review unit runs on line and collate data. Mentions update to Protocols with STEMI Alert for early identification and quick treatment protocols. On board after January 1st.

EMS Advisory Committee: Met last month. Previous meeting minutes were tabled due to no copies for approval. Amanda, Medical Lieutenant from South Kalispell was voted in for co-chair. Chief Mass from Marion Fire was voted in as secretary. Jordan Owen updated on County Protocols and provided EMS manager report. Group discussed and voted on adding ALERT to advisory committee, they will be joining future meetings. Discussion on pros and cons of BLS yellow call stacking. Need additional info from EMS Manager to make a decision. Next meeting will be in January.

EMS Program Manager Report: Jordan Owens updated the board on items from the EMS Manager's report on Continuing Education, EMS Policies and Procedures, ImageTrend Continuum, NinthBrain, Mobile applications, HELP Desk Ticket system and status of EMS Vehicle.

Review and Approval of Semi-Annual Disbursement of EMS Funds for Readiness and Response:
Motion seconded, motion carried.

Budget Amendment to Disburse excess cash in our funds: Proposed \$70,000 budget amendment which adds just under \$60,000 to the June/July disbursement. This would put cash balance back down to 15% which is \$69,544.00. Current cash balance in Fund 2273 as of November 30th, 2019 is \$319,654.00. The projected balance is \$129,827.00.
Budget Amendment approved

Review and Approval of Revised EMS Services Contracts with EMS Agencies: Action item passed.

Amend the EMS Administrative Board By-Laws to reflect new meeting schedule 2nd Tuesday, bimonthly: Approved

Establishing a contract for admin support services: Approved for 32 hours a week until end of fiscal year.

Approval for out of Cycle CIP purchase of Vehicle: Approved

Purchase of EMS White radio recorder: Approved 2 EMS White radio recorders not to exceed \$3600

Future Agenda Items: None

Meeting Adjourned